The Pioneers Academy

Privacy Policy (Age 13+)

Policy and Procedures • 2026–2027

School	The Pioneers Academy
Policy owner	Headteacher / Data Protection Lead
Effective from	September 2026
Review date	September 2027, or sooner if legislation/guidance changes
Primary statutory/guidance basis	UK GDPR; Data Protection Act 2018; ICO guidance

1. Purpose and Scope

This privacy notice explains how The Pioneers Academy processes personal information about pupils aged 13 and over. It covers information collected directly from pupils, parents/carers, staff, examination bodies, public authorities and other legitimate sources.

2. Policy Statement and Procedures

Information may be processed for education, safeguarding, attendance, assessment, examinations, pastoral support, health and safety, legal compliance and school administration.

The Academy will explain relevant rights and how pupils can exercise them. Where consent is used, it will be specific and can be withdrawn, subject to lawful processing requirements.

Safeguarding information may be shared without consent where there is a lawful basis and sharing is necessary to protect a child.

3. Roles and Responsibilities

The Headteacher has overall responsibility for implementation and review. Relevant designated leads coordinate day-to-day arrangements within their area. All staff are expected to follow the policy, maintain appropriate records and raise concerns promptly. Pupils and parents/carers are expected to follow the Academy's published expectations and cooperate with reasonable procedures.

4. Monitoring, Review and Record Keeping

Implementation will be monitored through appropriate records, audits, pupil/parent feedback, incident information, attendance or participation data and review by senior leaders. The policy will be reviewed at least annually unless a different statutory review period applies, and immediately where significant legal or operational changes require it.

5. Related Policies and Guidance

This policy should be read alongside the Academy's safeguarding and child protection arrangements, behaviour policy, attendance procedures, equality arrangements, data protection arrangements and any relevant individual plans or risk assessments.

6. Approval

Approved by: Headteacher
Next review: September 2027

References

- Department for Education, Keeping Children Safe in Education 2026, where relevant.
- Department for Education statutory guidance and current legislation relevant to this policy.
- The Pioneers Academy's other current policies and procedures.